

# SPECIAL EVENT PERMIT

## APPLICATION FOR PERMISSION TO CLOSE A COUNTY TRUNK HIGHWAY

Brown County Public Works  
2198 Glendale Avenue  
Green Bay WI 54303  
(920) 492-4925

Date of Application:

City/Town/Village:

Street to be closed: CTH:			From:		To:	
Applicant's Name & Address: <i>(Please print clearly)</i>			Date of Proposed Detour:			
			Time:			
			From		To	
Phone:		Cell:		Fax:		
Reason for Detour:						
Detour Route: <i>(Please attach a detailed sketch of the proposed detour route)</i>						
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Local law enforcement has been contacted and has agreed to enforce the traffic control for this special event?				

### FOR THE APPLICANT:

The above applicant hereby requests permission to close the marked route as described, during which time the applicant will provide a temporary route for county trunk highway traffic as designated in this application.

The applicant agrees to, and will abide by, the conditions listed on Page 2 of this application, which is made by the undersigned.

Signature	Title	Date
-----------	-------	------

### FOR THE MUNICIPALITY

If detouring traffic onto a City, Village or Town Road, applicant MUST obtain permission from the City, Village or Town for such detour.

By signing below, municipality verified they are aware of and hereby authorizes the event and local detour route as stated in the Permit.

Print Name	Title	Phone #
Signature	Date	

### FOR BROWN COUNTY:

Permission is hereby granted to temporarily close a county trunk highway, if the Applicant provide a detour by signing or policing (or both) highway traffic as designated in this application.

Signature	Title	Date
-----------	-------	------

## APPLICATION CONDITIONS

1. The applicant shall accept full responsibility for the use of the local roads and streets on the temporary routing of the county trunk highway, and it shall make no claims against the County by reason of their use.
2. The applicant shall minimize as much as practicable the duration of the closure of the highway, including providing for assembly and dispersal of parades in areas removed from the county highway.
3. The applicant shall be responsible for any and all traffic and crowd control measures consisting of appropriate and adequate marking, signing, barricading, and police protection. Any type of lane/road closure shall comply with the current MUTCD (Manual for Uniform Traffic Control Devices).
4. The applicant shall provide notification to all individuals(s) and/or business(es) directly affected by the closing of CTH \_\_\_\_\_ as to the date and time of closure.
5. The applicant shall provide a general notice to the public as to the location(s), date and time of closure, preferably by a notice published in area newspaper(s).
6. The applicant shall secure adequate insurance, not less than \$1,000,000 (one million dollars) to protect against liability exposure related to subject event. **As a requirement of this permit, a Certificate of Liability Insurance document MUST accompany the Application/Permit in order to be valid.**
7. Applicant/Permittee, successors, assignees agree to hold Brown County, its agent and employees harmless against any action for personal injury or property damage sustained by reason or exercise of this permit.
8. Special Requirements and Restrictions:

---

---

---

---

---

---

---